

**MAINE DEPARTMENT OF TRANSPORTATION  
REQUEST FOR QUALIFICATIONS  
FOR  
MULTI-YEAR GENERAL CONSULTANT AGREEMENT (GCA)**

The Maine Department of Transportation is seeking the statewide services of a consultant with a background in architecture, engineering and master planning services to enter into a multi-year General Consultant Agreement (GCA).

The Consultant will provide MaineDOT with master planning for Regional Offices, repair garages, testing laboratories and other buildings and facilities MaineDOT may own or be looking to locate or relocate. Also, the Consultant will provide reports of fair market value of current MaineDOT facilities that may be put up for sale.

**SELECTION CRITERIA:** Interested consultant firms must provide responses to the criteria provided below.

**1. EXPERIENCE:**

Please provide a brief synopsis of the following:

- Experience with master planning.
- Experience with working with State Agencies in their planning efforts.
- Ability to perform this service on a statewide basis.
- Ability to adhere to a strict and aggressive timeline.
- Engineering experience
- Architectural experience
- Specific examples of related past projects

**2. FAMILIARITY & EXPERIENCE RELATING TO MAINEDOT'S PRACTICES:**

Please provide a brief outline of your familiarity and experience with MaineDOT's architecture, engineering and master planning practices.

**3. FAMILIARITY & EXPERIENCE WITH OTHER STATE DEPARTMENT OF TRANSPORTATIONS:**

Please provide a brief outline of your familiarity and experience with the practices of other State DOT's or transportation related entities.

**4. STAFF QUALIFICATIONS:**

Please provide a brief synopsis of the staff qualifications for key staff that will be used on this MaineDOT endeavor.

## **5. FIRM'S ABILITY TO MAINTAIN SCHEDULE AND CONTROL COSTS**

Please provide a brief outline of your firm's methods of quality control, schedule control, ability to handle current workload, ability to control and monitor costs to the client and ability to adhere to a strict and aggressive timeline.

Statement of Qualifications (SOQ) are due no later than 12:00 p.m. on August 23, 2004. Any SOQ's received after 12:00 p.m. on August 23, 2004 will not be considered.

Submit electronic inquiries and requests for clarifications to the following e-mail address: [john.w.cannell@maine.gov](mailto:john.w.cannell@maine.gov) by 3:30 p.m. on August 13, 2004. Responses to applicable general questions will be posted on the MaineDOT Consultant Information Website on August 16, 2004.

Submit your SOQ package in **triplicate** to the following address:

Maine Department of Transportation  
John Cannell  
Bureau of Maintenance and Operations  
16 State House Station  
Augusta ME 04333-0016

MaineDOT will select firms for Multi-Year General Consultant Agreements based on an open, fair and qualifications-based process. After reviewing Statements of Qualifications (SOQ's), the selection committee will develop a shortlist and schedule interviews.

If you have any information you consider to be of a confidential nature (especially procedures, patented processes, etc.), please so mark that data.